

KENTUCKY BOARD OF HOME INSPECTORS
MEETING MINUTES
November 12, 2013

A meeting of the Kentucky Board of Home Inspectors was held at the Office of Occupations and Professions in Frankfort, KY on November 12, 2013.

MEMBERS PRESENT

Mitch D. Buchanan, Chairman
James A. Chandler, Vice Chairman
Mark G. Oerther
Mark Schmidt
Ken Fister
Robert P. Johnson
J.R. Bone

MEMBERS ABSENT

Kevin Farris

OCCUPATIONS AND PROFESSIONS STAFF

Diana Jarboe, Board Administrator

OFFICE OF THE ATTORNEY GENERAL

Brian Judy, Office of the Attorney General

GUESTS

Steve Keeney
Bud Wenk
Adam Tilley, Applicant
Katie Paepcke, AHIT representative
Darrin Bachman, Applicant
Mike Meurer, Applicant

CALL TO ORDER

Mitch Buchanan, Board Chairman, called the meeting to order at 10:24 a.m.

MINUTES

A motion was made by Mr. Fister to approve the meeting minutes from October 8, 2013. Mr. Chandler seconded that motion and it carried.

MONTHLY FINANCIAL REPORT

The financial statement for the month ending September 30, 2013 was reviewed by the Board.

Mr. Judy will seek the options of the Board for recovering the legal fees in the case against Mr. Ray Romancik.

LICENSURE STATUS REPORT

The licensure report was reviewed. There are currently 332 licensed Home Inspectors.

OCCUPATIONS AND PROFESSIONS REPORT

Mrs. Jarboe highlighted the current events of O&P including the new Executive Director, Gordon Slone, as well as continued development of the new database and the news that wireless internet access is now available at O&P. The Board discussed the meeting schedule for 2014 and will continue to meet every month on the second Tuesday.

OLD BUSINESS

Mr. Johnson presented sample brochures for designing the KBHI brochure. Mr. Johnson will create a sample KBHI brochure for the Board to review and present it at the next Board meeting.

NEW BUSINESS

The Board discussed the correspondence received from AHIT regarding their pre-licensing education and, specifically, the field training provided within this program. Ms. Paepcke attended the meeting on behalf of AHIT and she notified the Board of AHIT's misunderstanding and apologized on part of AHIT. Per Ms. Paepcke, AHIT is willing to issue a refund to applicants who did not receive adequate field training AND cover any expense incurred by the applicant in completing another field training course, even if that course is with a different pre-licensing provider.

Pursuant to KRS 61.810(c) Mr. Schmidt motioned to go into a closed session at 11:20am. Mr. Oerther seconded the motion and the motion carried. At 11:40am, Mr. Schmidt made a motion to come out of closed session, seconded by Mr. Bone, the motion carried.

Mr. Oerther made a motion for the pre-licensing approval for American Home Inspectors Training Institute to be revoked, pursuant to 815 KAR 6:040 section 9(1)L. Mr. Bone seconded the motion, and the motion carried by a vote of 4 to 3. Mr. Judy will file an administrative complaint against AHIT. The Board will direct any applicants involved with this inadequate field training to AHIT for monetary reimbursement and other arrangements.

Mrs. Jarboe discussed the options of future renewal applications with the new database. The Board will offer both online and paper renewal processing.

The Board discussed the alternative licensing requirements, as referred to on the current license renewal application. This type of licensing is no longer available and will be removed from the renewal application when the new drafts are filed with LRC.

The members of the Board reviewed the latest draft of the proposed regulation changes. Mr. Judy will edit the draft with the changes requested by the Board and present a final draft at the December Board meeting.

EDUCATION COMMITTEE REPORT

All education providers have been tracked. Course numbers will be assigned and the providers will be notified of their course numbers.

APPLICATIONS COMMITTEE - The Applications Committee motioned the following, Mr. Buchanan seconded, and the motion carried:

- Renewal applications to be approved – William Box, Raymond M. Floyd, Joseph Brandon Harris, Timothy Jackson, Bradley Leonard, James McFadden, and Terrance Medley.
- Initial licensure applications to be approved – Darrin Bachman, Michael Bays, William Boone, Raymond Braun, Matthew Combs, James Crawl, Randy George, William Hillary, Charles Martin, Robert Paxton, and John Stone.

The Applications Committee motioned the following, Mr. Oerther seconded, and the motion carried:

- Renewal applications denied for lack of adequate field training – Adam Tilley and Michael Muerer.

COMPLAINTS COMMITTEE

Mr. Schmidt motioned for the complaints committee to begin a closed session for review of complaint files at 9:10am. Mr. Bone seconded the motion and the motion carried. The committee had discussion and prepared their recommendations to the Board. Mr. Bone made a motion to end the closed session and the Complaint Committee meeting at 10:10am. Mr. Schmidt seconded the motion and the motion carried.

The complaint Committee reported/recommended the following:

- Romancik – default judgment issued, ongoing
- 13-KBHI-0121 – recommended order received. Mr. Buchanan motioned for the Board to adopt the recommendation and issue a final order. Mr. Chandler seconded the motion and the motion carried.
- 13-KBHI-0181 - recommended order received. Mr. Buchanan motioned for the Board to adopt the recommendation and issue a final order. Mr. Chandler seconded the motion and the motion carried.
- 2013-05 - ongoing
- 2013-07 – Mr. Chandler motioned to proceed with the initial disciplinary action as approved last month, which was a motion of disciplinary action by the Board for the licensee to complete a three hour course in structural inspections, including attic components and a 3 hour course in electrical systems within 120 days and only after Board approval of courses to be completed. Mr. Fister seconded this motion and the motion carried, against the Board Council's recommendation.
- 2013-11 – Mr. Buchanan motioned for dismissal, for no evidence of violation of a law. Mr. Fister seconded the motion, and the motion carried.

Pursuant to KRS 61.810(c) Mr. Schmidt motioned for the Board to go into closed session at 2:15pm. Mr. Fister seconded the motion, Mr. Johnson recused himself, and the motion carried. Mr. Buchanan motioned to come out of closed session at 2:30pm. Mr. Bone seconded the motion and the motion carried.

- 2013-14 – additional information requested.
- 2013-15 – ongoing

Mr. Fister reported that he has been unable to find the business location for the non-licensed Home Inspector, Douglas S. Adams, who is advertising home inspection services on Craig's List. Mr. Fister will continue working on getting this information for the Board to send a cease and desist letter to Mr. Adams.

TRAVEL AND PER DIEM

Mr. Fister made a motion to approve the travel and per diem for members attending today's meeting. The motion, seconded by Mr. Schmidt, carried.

NEXT MEETING

The next meeting is scheduled for Tuesday, December 10, 2013, 10:00am at the Office of Occupations and Professions in Frankfort, KY.

ADJOURNMENT

Mr. Bone made a motion to adjourn at 1:30p.m. The motion, seconded by Mr. Schmidt, carried.